

TOWN OF BELMONT
GENERAL ASSISTANCE NOTICE
VERIFICATION OF INCOME AND EXPENSES

If your income for a thirty (30) day period is not sufficient to provide necessities needed for your household (using the Town of Belmont's guidelines) you may be eligible for supplemental assistance from the town to provide those basic needs. However, first, you will be required to provide verification of the following:

1. Your household income
2. Your household expenses
3. Documentation (receipts) showing how your household income for the previous 30 days was used.

You must also use all resources available to help meet your current needs, such as Food Stamps, T.A.N.F., H.E.A.P., W.I.C., your relatives, savings and other assets.

Families or individuals with regular monthly income such as T.A.N.F., S.S.I., Social Security Benefits, Veterans Benefits, etc. will be required to show verification each month when they apply that their income was used to pay necessities.

STATE LAW REQUIRES THAT ALL PERSONS APPLYING FOR GENERAL ASSISTANCE MUST USE THEIR INCOME FOR BASIC NECESSITIES AND THAT AFTER THE FIRST APPLICATION, ANY INCOME NOT USED FOR BASIC NECESSITIES DURING THE PREVIOUS 30 DAYS WILL BE CONSIDERED STILL AVAILABLE TO MEET THE HOUSEHOLDS CURRENT NEEDS.

Allowable expenditures include: reasonable shelter costs (rent/mortgage), the cost of heating fuel, electricity, and food (up to the ordinance maximums), telephone costs at the base rate (if the household needs a telephone for medical reasons), the cost of non-elective medical services as recommended by a physician which are not otherwise covered by medical entitlement or insurance, the reasonable cost of essential clothing and non-prescription drugs, transportation costs (only when required for work or for medically necessary travel), and the costs of any other commodity or service determined essential by the administrator.

Non-allowable expenditures include (but are not limited to): cable television, cigarettes/alcohol, gifts purchased, costs of trips or vacations, entertainment, court fines paid, credit card debt, costs associated with pet care, etc. Furniture payments, vehicle payments, educational costs, credit cards, overdue phone bills, loan payments, etc. can be postponed or negotiated and, therefore, are not included in our budget computations.

Please remember this program is based on immediate need for the most necessary basic expenses. We reserve the right to apply specific use-of-income requirements to any applicant, other than an initial applicant, who fails to use his/her income for basic necessities or fails to reasonably document his/her use of income (22 M.R.S.A. § 315-A). The General Assistance Administrator will notify the applicant in writing of the specific use-of-income requirement should there be any.

If the applicant does not spend his/her income as directed, but can show with verifiable documentation that all income was spent on basic necessities up to the allowed amounts, the applicant will remain eligible to the extent of the applicant's eligibility and need.

Any Assistance you receive should be repaid by you at such time that you become financially able or by your liable relatives. Any assistance provided to you is to be used for only those persons stated on your application and approved by the General Assistance Administrator. Services, merchandise, food, housing, etc. obtained by you from this program will be considered as obtained fraudulently and could result in a denial of assistance and court action.

NOTICE ISSUED BY: _____

DATE: _____

RECEIPT ACKNOWLEDGED: _____

DATE: _____